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HEALTH & FAMILY WELFARE DEPARTMENT

NOTIFICATION

The 11th February 2009

No.3093/H.— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Orissa hereby makes the following rules to regulate the method of recruitment and conditions of service of the teaching posts in Government Medical Colleges of the State, namely:—

1. Short title: (1) These rules may be called the Orissa Medical Education Service (Method of Recruitment and conditions of service) Rules, 2009.

(2) They shall come into force on the date of their publication in the *Orissa Gazette*.

2. Definitions: In these rules, unless the context otherwise requires:—

- (i) “Commission” means the Orissa Public Service Commission;
- (ii) “Council” means the Medical Council of India constituted under the Indian Medical Council Act, 1956;
- (iii) “Government” means the Government of Orissa;
- (iv) “Higher Speciality” means any of the subjects of Medicines or Surgery mentioned below and such other subjects as may be declared by the Government from time to time:

Medicine:

- (a) Cardiology
- (b) Clinical Haematology
- (c) Endocrinology
- (d) Gastroenterology
- (e) Hepatology
- (f) Neurology
- (g) Nephrology

Surgery

- (a) Cardio Vascular & Thoracic Surgery
- (b) Experimental Surgery
- (c) Genito Urinary Surgery (Urology)
- (d) Neuro Surgery
- (e) Paediatric Surgery
- (f) Plastic Surgery
- (g) Surgical Gastroenterology
- (v) "Junior Teaching Posts" means the post of Assistant Professor of different Speciality or Higher Speciality;
- (vi) "Schedule" means schedule appended to these rules;
- (vii) "Selection Board" means the Selection Board constituted under rule 7 for selection of persons for Senior Teaching Posts;
- (viii) "Senior Teaching Posts" means the Associate Professor and Professor of Specialities and Higher Specialities of the Medical Colleges and any other posts in Medical Colleges which may be so declared by the Government;
- (ix) "Service" means the Orissa Medical Education Service;
- (x) "Speciality" means any of the subjects of Anatomy, Anaesthesiology, Bio-chemistry, Dentistry, Oto-Rhino-Laryngology, Forensic Medicine, Medicine, Microbiology, Obstetrics and Gynaecology, Ophthalmology, Ortho-surgery, Paediatrics, Pathology, Pharmacology, Physiology, Psychiatry, Radio-Diagnosis, Radio-Therapy, Community Medicine, Dermatology Venerology & Leprosy, Surgery and Tuberculosis & Respiratory Diseases and includes any other subject which may be declared as a Speciality by the Government from time to time; and
- (xi) "Teaching Experience" means the period of service rendered in teaching in any Speciality or Higher Speciality in a teaching institution recognized by the Medical Council of India to be reckoned from the date of appointment to the junior or senior teaching post, in consultation with the Commission or otherwise as the case may be;

3.Composition of Service: The service shall comprise of teaching posts of Professor, Associate Professor and Assistant Professor.

4. Eligibility criteria for the Post of Assistant Professor: (1) Selection shall be made through the Orissa Public Service Commission, from amongst the Tutors and Senior Residents having P.G., Degree in the same discipline with three years experience as such:

Provided that, the recruitment may also be made from amongst the Assistant Professors in any other Speciality or Higher Speciality subject to the condition that seniority in the Speciality or Higher Speciality, as the case may be, shall be determined from the date of appointment in the new discipline in accordance with the placement given by the Commission, and accepted by the Government:

Provided further that, in the Departments of Anatomy, Physiology, Pharmacology and Microbiology, non-medical teachers may be appointed to the extent of 30% of the total number of posts and in the department of Bio-Chemistry, non-medical teachers may be appointed to the extent of 50% of the total number of posts..

(2) No person shall be eligible to be considered for appointment as an Assistant Professor unless he has acquired a post graduate degree in the concerned Speciality or any other equivalent degree or qualification prescribed by the Council.

(3) Selection of candidates shall be made with due regard to the candidates' academic attainment, teaching experience, aptitude, ability to teach, Performance Appraisal Report and such other modalities as may be decided by the Commission.

5. Duties of Assistant Professor: The Assistant Professors shall perform such duties as specified in the Schedule 'A' appended to these rules and any other duties as may be specified by the Government from time to time, by general or special order.

6. Constitution of Selection Board: There shall be a Selection Board constituted by the Government to select persons for appointment to the Senior Teaching Posts, with the following members namely:—

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| (1) Chief Secretary / Additional Chief Secretary | : | Chairman |
| (2) Secretary, Health & Family Welfare Department | : | Member |
| (3) Director, Medical Education & Training, Orissa | : | Member |
| (4) Senior most Principal of Medical Colleges | : | Member |
| (5) The Selection Board may co-opt a member for any particular selection, if it so considers necessary. | | |

7. Eligibility for Selection of Associate Professor: (1) Appointment to the posts of Associate Professor in the service shall be made by selection from amongst the Assistant Professors.

(2) In making selection of Associate Professors, the following criteria shall be taken into consideration.

- (i) Merit
- (ii) Efficiency in teaching
- (iii) Performance and service records
- (iv) Seniority in the rank of Assistant Professor
- (v) A person must have at least 5 years of teaching experience as Assistant Professor in the respective speciality in a recognized medical college:
Provided that, in case of higher speciality subjects, the experience shall be of at least 2 years.
- (vi) A minimum of four research publications indexed in Index Medicus / National Journals as a desirable qualification.
- (vii) In case of non-medical teacher, the candidate must possess the Ph.D. Degree in the concerned subject.

8. Eligibility for Selection of Professor : (1) Appointment to the posts of Professor in the service shall be made by selection from amongst the Associate Professors.

(2) In making selection to the posts of Professor the following criteria shall be taken into consideration:-

- (i) Merit
- (ii) Efficiency in teaching
- (iii) Performance and service records
- (iv) Seniority in the rank of Associate Professor
- (v) A person must have acquired teaching experience of four years as Associate Professor in the respective speciality or higher speciality, as the case may be.
- (vi) A minimum of four research publications indexed in Index Medicus / National Journals and one research publication in an International journal as Associate Professor as desirable qualification.

9. Duties of Associate Professors & Professors : The Associate Professors and Professors shall perform such duties as specified in the Schedule 'B' appended to these rules and any other duties as may be specified by the Government from time to time, by general or special order.

10. Validity of recommendation: The recommendation of the Selection Board shall be valid and can be acted upon notwithstanding the absence of any one of its members other than the Chairman:

Provided that, the member so absenting was duly invited to attend the meeting of the committee and the majority of members of the committee attend the meeting.

11. Consultation with the Commission: (1) The recommendation of the Selection Board shall be referred to the Commission along with a list of all eligible candidates, including those who have not been recommended but considered together, with the service particulars relating to their academic qualification, teaching experience, research and field experience, if any.

(2) The Commission shall consider the list along with the service particulars received under sub-rule (1) and shall furnish its recommendations to the Government.

12. Select List : (1) The recommendation of the Commission shall be considered by Government and the list so approved by Government shall form the final select list.

(2) The select list shall ordinarily be in force for a period of one year from the date of its approval by the Government.

(3) Appointment to the post in the service shall be in the order in which their names appear in the final select list.

13. Inter-se-seniority: *Inter-se-seniority* of the persons appointed to the service in a particular year shall be in the order in which their names appear in the final select list.

14. Gradation List : Separate gradation list of Assistant Professors, Associate Professors and Professors shall be prepared and maintained in respect of each Speciality or Higher Speciality duly reflecting the seniority determined in accordance with these rules.

15. Relaxation : When it is considered by the Government that it is necessary or expedient to do so in the public interest, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules in respect of any class or category of the employee in consultation with the Commission.

16. Repeal and Savings: The Orissa Medical Education Service (Recruitment) Rules 1979, Regulations, Orders or Instructions corresponding to these rules and in force immediately before the commencements of these rules are hereby repealed:

Provided that, any order of appointment made, action taken or things done under the rules, Regulations, Orders or Instructions so repealed, shall be deemed to have been made, taken or done under the corresponding provisions of these rules.

17. Interpretation: If any question arises relating to the interpretation of these rules or any provision there of, it shall be referred to Government for decision.

18. Power to issue instructions: The Government may also issue instructions not inconsistent with the provisions of these rules as they may consider necessary to regulate the matters not specifically covered by the provisions of these rules

By order of the Governor

ANU GARG

Commissioner-*cum*-Secretary to Government

Schedule – A

[See Rule-5]

The Assistant Professor are required to perform the following duties as may be assigned to them by the Head of Departments / Units

1. Bed side Teaching / Tutorial Teaching / didactic teaching including teaching in practical / Demonstration / Theory Teaching and Field Teaching where necessary.
2. Maintain attendance registers of the students and their progress records.
3. Duties connected with the conducting the examination of the students.
4. Laboratory and Demonstration work.
5. Examination of Samples / imaging etc.
6. Involvement in Research activities and taking part in the Seminar.
7. Take care of the patients in the words / operation Theatre / Labour room etc.
8. Accompany Head of the Unit / Department in his ward round.
9. Carry out of the instructions of the senior teachers / Head of the Unit / Department with regard to investigation and treatment of patients / administration of anaesthesia etc.
10. Maintain records of the patients in the wards and of their discharge or death. In case of birth and death he report to Record-Room for onwards transmission to the municipality.
11. Follow up necessary compilation of the records in the Record-Room. In Medicological cases they are to process the records for the Court / Police.
12. On the allotted days carry out treatment of the cut patients and take up admission of patients to the indoor as per guidance of the Senior Teacher / Head of the Unit.
13. Perform emergency duties in the wards / Causality / Operation theatre as the case may be one remain in the place of duty physically while on duty they may look to the general condition of the ward, supervise the work of the staff on duty and report to the Head of Department / Unit in case he considers necessary.
14. During the emergency duty they are to attend the patients and take care of their treatment and if necessary requisition the necessary services of Senior Teacher / Head of the Unit.

15. Remain incharge of the museum and be responsible for preservation of specimen etc.
16. Remain incharge of the stock and store of the Unit / Department if required by Head of the Department / Unit.
17. Perform Medicological work.
18. Attend Courts on receipts of summons as and when necessary.
19. Attend to extra curricular responsibilities (Hostel, Library, Athletics, Academic Societies, and N.S.S. etc.) as will be assigned by the Head of the Institution.
20. Perform any other work in the interest of the Institution / Public duty as will be assigned by the Head of the Institution Department / Unit from time to time.

Schedule – B*[See Rule-9]*

The Professor/Associate Professor are required to perform the following duties as may be assigned to them by the Head of Departments / Units

A. Administration:

- (1) Senior most Professor / Associate Professor of the discipline will head the Department / Unit where ever applicable.
- (2) Will remain overall charge of the Department / Unit and will be responsible for over all administrative cause of action of the Department / Unit both in respect of teaching / non-teaching staff.
- (3) Will remain incharge of Library / Sports / Cultural / Academic/ Stores / Purchases etc. as and when will be assigned to him / her by the authorities from time to time.
- (4) Will help the local authorities and Government in disbursement of health care or any other matter as deemed fit from time to time.
- (5) Will keep and provide vital Statistics information of his/her Department / Unit to the authorities at the time of need.
- (6) Shall write the performance appraisal letter of juniors attached to his/ her Department / Units in open mind and without prejudice. (in case of HOD)
- (7) He / She will be directly responsible to the Principal (for teaching) & Superintendent. (For treatment)

B. Clinical:

- (1) Will be overall responsible for the patients in indoor and outdoor for their smooth management.
- (2) Will undertake the timely round of the wards / unit daily and maintain the procedure records and O.T.
- (3) Will authorize the juniors from time to time for discharging patients care in his / her Department / Units.
- (4) Will remain responsible for patient admission / treatment / procedures performed in his / her Department /Units.
- (5) Will attend emergency calls when needed.

C. Teaching:-

- (1) Will remain responsible for all the teaching activities of UG & PG in respect of theory / practical / clinical etc.
- (2) Will maintain the attendance of the students in all such classes and delegate such classes to junior faculties / residents where ever needed.
- (3) Will maintain the academic calendar, teaching scheduled of PG/UG students.
- (4) Will conduct Special Seminar, Conference etc. for up gradation of knowledge & skill of Junior faculties / Residents / Tutor of the Department / Unit.
- (5) Will be the guide of PG Students and other Research scholars for their thesis work.
- (6) Will conduct the examination of the PG / UG students of the Department as well as arrange the examination to be conducted.